

# Town of Mashpee

16 Great Neck Road North, Mashpee, MA 02649

ph: (508) 539-1400

**November 18th, 2014**

COMMUNITY PRESERVATION COMMITTEE  
TUESDAY, NOVEMBER 18, 2014  
AGENDA

**Convene Meeting: 6:00 p.m. – Mashpee Town Hall – Ockway Bay Meeting Room, #2**

**MINUTES**

Tuesday, September 16, 2014 Regular Session

**APPOINTMENTS AND HEARINGS**

6:00 Public Comment

Review of CPA Applications Proposed for May 2015 Special Town Meeting:

6:05 Neome Hollis/Pamela Tavares – 9 Quashnet Road; 4.1 Acres: \$170,000  
Approval and Ratification of Invoice for Payment;

Cape & Islands Appraisal Report for 9 Quashnet Road - \$850  
Continuation of Housing Assistance Program; 3 Years: \$330,000

6:35 Leedara Zola - Habitat for Humanity  
108 Orchard Road & 132 Quinaquisset Avenue; Community Housing: \$100,000

6:20 Leila Botsford - Mashpee Housing Authority

**COMMUNICATIONS & CORRESPONDENCE**

**OLD BUSINESS**

- Approval and Ratification of Invoice(s) for Payment:

Great River Boat Ramp - \$1,265

Great River Boat Ramp - \$1906.20

Housing Assistance Program - \$25,000

**NEW BUSINESS**

**LIAISON REPORTS**

- Great River Boat Ramp Improvement Project

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Present: Richard Halpern, Burt Kaplan, Evelyn Buschenfeldt, Ed Larkin, Ralph Shaw,  
Diane Rommelmeyer, Mary Waygan

Absent: Wayne Taylor, Frank Lord

Meeting Called to Order by Chairman Halpern at 6:00 p.m.  
Town Hall, Ockway Bay Meeting Room

MINUTES:

Tuesday, September 16, 2014:

**Motion made by Mr. Larkin to approve the minutes of Tuesday, September 16, 2014 as presented.**

**Motion seconded by Mrs. Buschenfeldt.**

**VOTE:** Unanimous. 5-0-2.

**Roll Call Vote:**

Mr. Halpern, yes      Mr. Kaplan, yes

Mrs. Buschenfeldt, yes    Mr. Larkin, yes

Mr. Shaw, yes      Ms. Rommelmeyer, abstained

Ms. Waygan, abstained    Opposed, none

APPOINTMENTS & HEARINGS:

Public Comment: None at this time.

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APPOINTMENTS & HEARINGS:

Review of CPA Applications Proposed for May 2015 Special Town Meeting:

Mr. Halpern, an abutter of the property referenced as 9 Quashnet Road stepped down to alleviate a perceived conflict of interest. Vice-Chairman Kaplan presided.

Approval and Ratification of Invoice for Payment: Cape & Islands Appraisal Report for 9 Quashnet Road - \$850:

**Motion made by Mr. Larkin to approve and ratify the invoice from Cape & Islands Appraisal for appraisal services relative to 9 Quashnet Road, Mashpee in the amount of \$850.**

**Motion seconded by Mrs. Buschenfeldt.**

**VOTE:** Unanimous. 6-0-1.

**Roll Call Vote:**

Mr. Halpern, abstained    Mr. Kaplan, yes

Mrs. Buschenfeldt, yes    Mr. Larkin, yes

Mr. Shaw, yes      Ms. Rommelmeyer, yes

**Ms. Waygan, yes      Opposed, none**

**Neome Hollis/Pamela Tavares – 9 Quashnet Road; 4.1 Acres: \$170,000:**

Members of the Community Preservation Committee (CPC) reviewed the Appraisal Report prepared by the Cape & Islands Appraisal Group of Orleans, MA for the subject property; 9 Quashnet Road, Mashpee.

It was noted that it is a common practice of the CPC to engage the services of an appraiser when considering real estate properties for purchase. As per the Appraisal Report dated October 10, 2014, the appraised value of 9 Quashnet Road is \$265,000.

The parcel is comprised of 4.212 acres on a small freshwater pond. The calculated wetland is .216 acres and includes a 20' wide buffer zone around the wetlands. The remainder; 3.996 acres is upland. The land located in the R-5 zoning district allows for the property to be subdivided into (2) Approval Not Required (ANR) subdivision lots. The total retail value of the property is \$320,000 less \$54,892 in direct and incidental costs such as legal recording fees, real estate taxes and other estimated expenses relative to the estimated value of the subject property to reach the estimated appraised value of \$265,000.

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**APPOINTMENTS & HEARINGS:**

**Review of CPA Applications Proposed for May 2015 Special Town Meeting:**

**Neome Hollis/Pamela Tavares – 9 Quashnet Road; 4.1 Acres: \$170,000; (cont'd)**

It was disclosed the applicant Neome Hollis c/o Pamela Tavares is requesting \$170,000 for the property which conforms to the Town of Mashpee Local Comprehensive Plan (LCP) five-year Open Space & Recreation Action Plan for the protection of, and access to, Washburn Pond, for agricultural preservation and for the protection of BioMap Core Habitat.

The vacant lot is accessible by a public road. The property is wooded. The rear of the site lot fronts Washburn Pond, a small scenic pond suitable for limited canoeing, kayaking and fishing. There is a good level of privacy due to conservation influence.

It was noted the Planning Board voted at their last meeting to recommend the project to Town Meeting for consideration.

Due to health and other personal reasons, the applicant was unable to attend the meeting. A letter from the applicant was included in the CPC's informational packet and read into the record with respect to this regard. (Enclosure; Official Town Clerk's copy of minutes)

The property is identified on Assessor's Map 44, as Parcel 11. The 2015 preliminary assessed value of the property is \$172,100. The 2014 assessment was \$170,000.

**Motion made by Mr. Larkin to defer the CPC Application for the potential acquisition of 9 Quashnet Road, Mashpee to the next meeting.**

**Motion seconded by Mrs. Buschenfeldt.**

**VOTE: Unanimous. 6-0-1.**

**Roll Call Vote:**

**Mr. Halpern, abstained    Mr. Kaplan, yes**

**Mrs. Buschenfeldt, yes    Mr. Larkin, yes**

**Mr. Shaw, yes      Ms. Rommelmeyer, yes**

**Ms. Waygan, yes      Opposed, none**

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Review of CPA Applications Proposed for May 2015 Special Town Meeting:

Leila Botsford – Mashpee Housing Authority; Continuation of Housing Assistance Program; 3 Years: \$330,000:

Leila Botsford, Executive Director to the Mashpee Housing Authority was in attendance to review the application proposed for CPA funding to allow for the continuation of the Housing Assistance Program.

Ms. Botsford indicated the request is reflective of a 10% increase from the May 2012 appropriation to continue the project for an additional three-year period. For consideration is the funding request for \$330,000 in total, a CPA award of \$110,000 per year for the much-needed housing assistance program.

The program would continue as it was originally applied for granting the following;

Ongoing, short-term rental assistance for up to two years

One-time assistance for first/last/security deposits

One-time emergency assistance for rent

Mortgage assistance for short-term

Down payment assistance for first-time homebuyers

Ms. Botsford indicated the majority of participants receive assistance from the ongoing, short-term rental assistance program.

This aspect of the program is not a part of the loan repayment program. Renters participating pay rent according to their income, and work towards self-sufficiency. Since September of 2014, 49 residents have participated in this program. To date; thirty-eight residents are no longer on the program.

In addition to the ongoing rental assistance program, it was noted the Towns of Chatham and Harwich offer the first/last/security, the emergency rental assistance program and short-term mortgage assistance programs. However, in the referenced towns, they are not considered as loan repayment programs. Unlike Mashpee, they do not conduct the budgeting and efficiency programs to recoup funding to re-invest in Mashpee residents. The success rate of repayment in Mashpee is approximately 50%. It is estimated that 8% of the housing program funding provides for administrative support.

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Leila Botsford – Mashpee Housing Authority; Continuation of Housing Assistance Program; 3 Years: \$330,000:(cont'd)

In review of the June 30, 2014 statistics provided by the Cape Cod Commission on the Cape's Community Preservation Act funding by town for affordable housing, the percentage of Mashpee's CPA housing awards revenue is 7.2%. In comparison, the Town of Chatham has expended 20.6%, the Town of Harwich 17.2% and the Town of Yarmouth 38.5%.

It was noted that previously, the Housing Authority submitted an application with respect to this regard to the CPC for funding consideration at the October 2014 Town Meeting. Due to concerns brought forth by the Board of Selectmen, the application was withdrawn by the Housing Authority.

As a result, a subcommittee comprised of the Town Manager, and representation from the Board of Selectmen and Community Preservation Committee met with Ms. Botsford to further review the statistics and attributes relative to the program. It was disclosed the meeting was extensive and informative. It is hopeful the initiative will continue to gain positive feedback to resume the course of assistance.

The Mashpee Housing Assistance Program has been a huge success. The program has been able to assist 65 Mashpee residents. Sixteen participants are veterans who live in Mashpee, four participants live and work in Mashpee and the remaining forty-five live only in Mashpee.

Ms. Botsford indicated that currently twenty-four Mashpee families are on the wait list for assistance. With limited funding, a freeze has been implemented on accepting new applications.

If the program were to continue, it was agreed the CPC Committee would be updated on a semi-annual basis. As with all applicants, attendance is encouraged at Town Meeting to review any questions relative to their respective application.

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Review of CPA Applications Proposed for May 2015 Special Town Meeting:

Leedara Zola - Habitat for Humanity - 108 Orchard Road & 132 Quinaquisset Avenue; Community Housing: \$100,000:

In response to the Town of Mashpee Request for Proposal (RFP) for affordable housing projects on Orchard Road and Quinaquisset Road (formerly known as Strawberry Avenue), Habitat for Humanity a 501(c) organization submitted a favorable proposal. To date Habitat for Humanity has constructed 16 homes in the Town of Mashpee and has built and sold a total of 81 affordable homes on Cape Cod.

Leedara Zola; Habitat for Humanity Director of Land Acquisition and Permitting met with the Community Preservation Committee to discuss the application for CPA funding to assist with the construction of two affordable homes on lots referenced as 108 Orchard Road and 132 Quinaquisset Avenue.

Bud Abbott, Chair of the Mashpee Affordable Housing Committee was in attendance in support of the affordable housing project. It was noted the two homes would be affordable in perpetuity. The affordability would be protected by a Department of Housing and Community Development (DHCD) Local Initiative Program (LIP) Deed Rider, and would add to the Mashpee DHCD Subsidized Housing Inventory. The Mashpee Affordable Housing Committee is fully supportive of this project.

The homes would be affordable to households earning between 45% & 65% of the Area Median Income. Home sale prices are anticipated to cost \$140,250 for the three-bedroom 1,200 square foot residences. The lots are intended to be permitted under MGL, Chapter 40B.

The CPA funding request for the two affordable homes is \$100,000. The total cost of the proposed project is \$479,592. With CPA funding and permitting, the project is anticipated to be completed in the fall/winter of 2016/2017. Discussion followed with respect to the request for \$100,000 in CPA funding; an award of \$50,000 per home as it relates to the cost increase. Initially the CPA contribution was \$25,000 per home. Recently, the funding request for the two homes constructed on Park Place was \$35,000 per home. In response Ms. Zola indicated the cost of construction has increased. Although Habitat for Humanity secures private funding, the construction process has become more expensive. The sum of \$50,000 is the base figure that is requested by Habitat for community preservation assistance.

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Leedara Zola - Habitat for Humanity - 108 Orchard Road & 132 Quinaquisset Avenue; Community Housing: \$100,000: (cont'd)

Mr. Abbott added that the construction of two affordable homes is a win-win situation for the Town of Mashpee that also increases taxation. Mr. Abbott also explained that Mashpee is on the bottom in terms of what is spent on affordable housing. Ms. Zola was asked if the Developer Fee; \$53,288 or 12.5% of the development cost could be reduced. In response, Ms. Zola indicated the figures are consistent with other towns. The developer fee includes staffing, office support, a volunteer coordinator and other overhead costs. It was noted the state guideline is 14%.

Both sites have been deemed appropriate for solar power. Through a Clean Energy Grant offered by the Cape Light compact and other private funding sources each home will be constructed with solar initiatives to offset electrical costs, an approximate savings of \$50 per month per home.

LIAISON REPORTS:

Great River Boat Ramp Update:

**Motion made by Ms. Waygan to place the above referenced topic on the agenda.**

**Motion seconded by Ms. Rommelmeyer.**

**VOTE:** Unanimous. 7-0.

**Roll Call Vote:**

Mr. Halpern, yes      Mr. Kaplan, yes

Mrs. Buschenfeldt, yes    Mr. Larkin, yes

Mr. Shaw, yes      Ms. Rommelmeyer, yes

Ms. Waygan, yes      Opposed, none

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LIAISON REPORTS:

Great River Boat Ramp Update:

Discussion followed with regards to the Great River Boat Ramp Improvement Project approved at the May 2013 Town Meeting. To date, engineering and design fees have been expended. Drainage work is also being conducted.

As a result of the permitting delay for the local order of conditions, the amendment to the Chapter 91 permit was filed earlier this month. The ramp is expected to remain open this season as construction is anticipated to be deferred to the spring of 2015. A three to four week closure is planned by the DPW Director to allow for the construction project which includes the coffer dam, floatation and the parking lot reconstruction.

In concern, members of the CPC indicated that if the project were delayed until the fall, the disruption may be minimized. The ramp is widely used by recreational boaters and fishermen.

OLD BUSINESS:

Approval & Ratification of Invoices for Payment:

Great River Boat Ramp - \$1,265

Great River Boat Ramp - \$1,906.20

Housing Assistance Program - \$25,000

**Motion made by Mr. Larkin to approve and ratify the above referenced invoices for payment as presented.**

**Motion seconded by Mr. Kaplan.**

**VOTE:** Unanimous. 7-0.

**Roll Call Vote:**

Mr. Halpern, yes      Mr. Kaplan, yes

Mrs. Buschenfeldt, yes    Mr. Larkin, yes

Mr. Shaw, yes      Ms. Rommelmeyer, yes

Ms. Waygan, yes      Opposed, none

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NEXT SCHEDULED MEETING:

Due to scheduling conflicts it was agreed the next meeting would be held on Thursday, December 11<sup>th</sup> at 6:30 p.m. The meeting will be held at the Mashpee Town Hall downstairs in Room #3.

Agenda Topics:

DPW Director – Various Applications proposed for May 2015 Town Meeting  
Deliberations – Recommendation of Projects for May 2015 Special Town Meeting

Adjournment:

**Motion made by Ms. Waygan to adjourn at 7:06 p.m.**

**Motion seconded by Mr. Kaplan.**

**VOTE: Unanimous. 7-0.**

**Roll Call Vote:**

**Mr. Halpern, yes                    Mr. Kaplan, yes**

**Mrs. Buschenfeldt, yes    Mr. Larkin, yes**

**Mr. Shaw, yes                    Ms. Rommelmeyer, yes**

**Ms. Waygan, yes                    Opposed, none**

Respectfully submitted,

Kathleen M. Soares  
CPC Committee Secretary